

**MINUTES OF THE BOARD MEETING
OF THE BRISTOL COUNTY WATER AUTHORITY**

**Thursday, May 26, 2016
450 Child Street, Boardroom, Warren, RI**

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Klepper at 6:30 pm, 450 Child Street, Boardroom, Warren, Rhode Island.

Executive Director Pamela Marchand and the following Directors were in attendance at the commencement of the meeting:

Paul Bishop, William Gosselin, Joel Hellmann, John Jannitto, Allan Klepper, Georgina Macdonald, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: None

1. Public Input

Chairman Klepper stated that BCWA customer Phyllis Bravo was on the agenda concerning an extension to pay a 9 month old water bill. Ms. Bravo declined to appear tonight. The Chairman will back up any action that the Staff has taken in this matter.

2. Minutes

Director Palmieri made the following motion seconded by Director Macdonald

MOTION: To approve the minutes of the 3/28/16 Board Meeting, as modified.

Motion passed unanimously.

3. Executive Director's Report

Executive Director P. Marchand stated that Providence Water has submitted for a 7.5% rate increase for wholesale customers, BCWA will file a motion to intervene along with a few other water companies. Alternate Supply – The Executive Director and Operations Manager K. Booth met with East Providence Town Manager, Water System Superintendent and DPW Director and they essentially gave BCWA permission to tie in to the 16" water main but they wanted more information for the operation parameters and are also waiting to see all of the design documents.

Director Macdonald stated that this is a critical issue for BCWA and would like all details on this project to be spelled out for tracking and accountability. Everyone must understand the timeline for this project and to take action if nothing happens. Also this information should be placed on BCWA's website.

Executive Director P. Marchand stated that BCWA will tie in to East Providence's 16" main, at our cost, with installation completed by the end of the summer. 24" main - Design for the 24" main will be done at a later date; Installation is pending agreement from East Providence and partial payment from state funding.

Executive Director P. Marchand, Ken Booth and Joe Keough met with North Farm, no new information to report. Chairman Klepper asked that this item be kept on the Executive Director's Report for information.

Chairman Klepper asked that information on BCWA's website be kept current.

4. Financial Report

Finance Manager M. Champagne stated the audit has been completed. The Annual Report will be ready for the June meeting and the auditors will give their report at the July meeting.

5. Bond Counsel RFP

Executive Director P. Marchand stated that 4 companies requested documents but only Mack Law Associates responded.

Discussion - why only 1 company responded, BCWA may not be getting a good competitive bid. It was suggested that the size of the bonds (smaller than most municipal bonds) may be a factor.

Director Jannitto made the following motion seconded by Director Bishop

MOTION: To award Mack Law Associates for Bond Counsel Services.

Motion passed with 5 Ayes and 3 Nays by Directors Gosselin, Macdonald and Palmieri.

6. Meter Bid – to be Issued

Executive Director P. Marchand stated that this item is for information only. A bid to replace the meters in the entire system has been issued. It is designed as a 3 year program, for which we have funding for the first year. It is proposed to fund the next 2 years with a bond to be issued in 2017. The new meters will collect and store hourly information and allow for faster reading times in order to move to monthly billing. It will provide more information for the customer, and will have a household leak detection warning.

7. Metacom Avenue

a. Digital Traffic Sign

Executive Director P. Marchand stated that this is for information only. BCWA has rented 2 traffic signs and purchased one traffic sign for present and future use.

b. Additional Work – Carr Lane

Executive Director P. Marchand stated that this is for information only – BCWA is proposing to replace 100' of 12" asbestos concrete pipe found near the Bay View tank as part of the project. The pipe and its location are considered a high risk. Cost details will be presented at the next meeting.

8. Executive Director – Vacation Request

Director Sylvia made the following motion seconded by Director Hellmann

MOTION: To approve 13 consecutive days of vacation for the Executive Director, in accordance with BCWA Policy.

Motion passed unanimously.

9. Goals for Executive Director for FY2017

Director Macdonald stated that the goals presented were not specific enough, more information is needed.

Item to remain on the agenda for the June meeting.

10. Quarterly Charge-Offs

Item for information only.

11. Update on Warren Paving Ordinance

No new information to report.

12. Board Correspondence

None.

13. Next Scheduled Meetings

Annual Meeting and Board Meeting – June 30, 2016.

Director Hellmann made the following motion seconded by Director Gosselin

MOTION: To adjourn the meeting.

Motion passed unanimously.

The meeting was adjourned at 8:00 pm.

Raymond Palmieri, Sr.
Secretary